

# Department of Commerce Labor-Management Forum

June 15, 2011 Meeting, Herbert C. Hoover Building

Room 4830

1:30pm-3:30pm

Agenda

Approval of March 16, 2011 Meeting Minutes

Commerce Updates – *Scott Quehl* (10 minutes)

- ✧ Nominees for Secretary & Deputy Secretary and Transition
- ✧ Proposed Reorganizations

Framework for Project Collaboration – *Discussion led by Dan Sobien* (20 minutes)

Administrative Savings (30 minutes)

- ✧ Cost Reduction Project – *Anne Rung*
- ✧ Employee Initiatives – *Bill Fleming*

Reports from Working Groups (20 minutes)

- ✧ *Innovation – Co-Chairs, Robert Budens & Andy Winer*  
Presentation to National Council on Travel Project  
Child Care/Elder Care
- ✧ *Metrics – Co-Chairs, Randy Myers & Bill Fleming*  
Travel  
Employee Viewpoint Survey
- ✧ *Communications – Co-Chairs, Howard Friedman & Anne Rung*  
One Year Anniversary Email from Secretary  
Employee Viewpoint Communications  
Elder Care/Child Care Communications

New Projects for Working Groups (20 minutes) – *Discussion led by Dan Sobien and Scott Quehl*

- ✧ Telework Go-To Team
- ✧ Better Utilizing Technology

Other (10 minutes)

- ✧ Update on Telework – *Bill Fleming*
- ✧ Follow-up on Idea Generation – *Anne Rung*

New Business (5 minutes)

Agenda for Next Meeting (5 minutes)

Call in number 1-866-721-1484  
Passcode 6358769#

Next Meeting: September 21, 2011